



*Weare Public Library*  
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*Board of Trustees*  
Raymond J. Kelly, Chairman  
Susan Morin, Treasurer  
Terri Wahnowsky, Secretary  
Paul Marsh, Alternate  
Phillip Enrico, Alternate  
Christine Hague, Director

Minutes of Weare Public Library Trustees Meeting  
October 4, 2007

UNAPPROVED

Present: Terri Wahnowsky, Paul Marsh, Christine Hague.

Meeting called to order at 6:34 PM. The minutes of the August 30 meeting were accepted as written.

A public hearing came to order at 6:37 to accept gifts and income-generating equipment funds of \$865.57. Funds were accepted for the use of restoration and improvement of the Children's Room. See attached table for detail. The hearing adjourned at 6:40.

The trustees reviewed the September director's report and accepted it as written.

### **Old Business**

#### **Building Repairs:**

Floors and Windows – The old vinyl tile left in the downstairs foyer and bathrooms will be stripped and refinished in December.

Dave Bowers of Olde Window Restorers has given an estimate of \$350 for labor and materials to repair the fan window in the Paige Room. Dave also submitted a proposal to repair the other windows in the Paige Room for \$180 per window. Hague asked trustees to consider if windows should be repaired or replaced. We still don't have a firm answer from the Board of Selectmen if we can use the \$25,000 put into the CIP last year for window replacements. Marsh resolved to repair as many windows as we have money for before winter sets in. We will bring this up at our next full Board meeting for a vote.

Benefit Review Committee: Marsh reported that some library employees are underpaid as compared to town employees. A discussion ensued and a decision was made to further the discussion at the next Board meeting.

### **New Business**

CIP: Marsh presented that the library will not add to CIP in 2008. However, he added that the library will be submitting a request for new building funds in the future. A look at the spreadsheet showed that 2013 may be a good year as requests are low that year. Hague said the library

could not wait six years for more space; that we are already 3,000 feet short and are losing patrons rapidly due to limited book selection. Discussion to continue at next meeting.

Sawyer Room Policy: Hague reported on complaints from two patrons limiting them to one meeting per month as is the current policy. Hague brought forth a solution suggested by Thelma Tracy of offering patrons a one-time exception to the rule, subject to room availability and if requested no more than five days prior to the desired meeting date. Will bring up at next meeting for further discussion/vote.

A motion was made and seconded at 8 p.m. to recess until 6:30 p.m. on October 8, 2007.

Respectfully submitted,

Terri Wahowsky  
Secretary

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October 8, 2007

Present: Susan Morin and Terri Wahowsky, Trustees; Paul Marsh and Philip Enrico, Alternate Trustees; Christine Hague, Director.

The meeting resumed at 6:39 p.m.

#### Windows

Decision was made to repair the nine antique windows in the Paige Room and replace the rest. The question now is when. We need a monetary commitment and winter is upon us. We have \$4500, \$4000 of which will expire by March 16, 2008. Need to request \$25,000 from warrant article from the Board of Selectmen (BOS). Hague has provided BOS with information pertaining to this money three times now with no answer. Board of Trustees (BOT) resolved to have Hague summarize what we know in a memo addressed to each BOS member with a copy to the Trustees of the Trust Fund. This memo will go out over the Library BOT's signature. Marsh will ask at next CIP Board meeting if the fund can be renamed and, if so, will the commitments of the original warrant be honored.

#### Benefit Review

Paul Marsh has been attending Benefit Review meetings and has determined that the Library's rates need a second look. One thought is that pages and aides, who have very circumscribed duties, come out very close in rates to the full-time/part-time staff with diverse duties and some supervisory responsibility. Another thought is that the lowest paid Town employee is at a rate of \$9.50 per hour. Part-time library pages are between \$7.96 and \$9.18 per hour. A suggestion was made to increase library part-time employees \$1 per hour. Hague pointed out this would bring pages earning close to what aides earn with less responsibility. Morin asked the difference of job descriptions between aides and pages. Hague responded that aides have more duties, e.g., tracking overdues and managing yearly magazine subscriptions. Morin and Hague decided that pages wages are high compared with other library employees.

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Marsh to ask Benefit Review Committee: If the library were to adopt the current rate system, are all new hires required to start at Step 1 rates regardless of experience and qualifications?

Hague to get salary information from libraries of towns comparable in size and service to Weare.

#### CIP

Marsh says library needs to get on town's 10-year projections for new building. Hague drafted a letter stating the library's needs. Marsh suggests using a formal CIP request form, asking to be included for 2011-2013 timeframe. Hague will complete and submit the form.

#### Sawyer Room Policy

Resolved to change wording on policy to include one additional use per month, providing it is requested not more than five days prior to the meeting date and is subject to room availability. Governmental agencies are exempt from this restriction.

Balance of agenda to be covered at next full Board meeting.

Next meeting date is set for November 1, 2007 at 6:30 p.m. Meeting was adjourned at 9:25 p.m.

Respectfully submitted,

Terri Wahnowsky  
Secretary

Weare Public Library  
Hearing to Accept Donations and Income-Generating Equipment Funds  
Oct. 4, 2007

| Flood Restoration- Children's Room |                 |  |  |          |  |
|------------------------------------|-----------------|--|--|----------|--|
|                                    | Matching gift   |  |  | \$100.00 |  |
|                                    | Small donations |  |  | 12.67    |  |
|                                    | Quilt Raffle    |  |  | 477.00   |  |
| Fax                                |                 |  |  | 60.00    |  |
| Book                               |                 |  |  | 215.90   |  |
| Total                              |                 |  |  | \$865.57 |  |